

## OVERVIEW OF THE CONSTRUCTION PLAN BONDING PROCESS

Construction Plans are approved in Fauquier County through an administrative process in the Planning Office. Construction Plan procedures are governed by the Fauquier County Subdivision Ordinance.

Once the Construction Plan is approved, you may submit a Bond Estimate Review application. The Bond Estimate Review cannot be submitted prior to the completion of the plan review process to ensure the estimate accurately reflects the plan being approved. The Bond Estimate Review process may take up to 30 days. Once the review is complete, a letter outlining the required bond amount, setting the land disturbing permit fee (which is based on a percentage of the E&S bond amount) and referencing the bond documents needed for final approval, will be sent to the applicant.

For subdivisions, the E&S bond documents must be received and approved prior to the issuance of a land disturbing permit and any improvement bonds must be received prior to Final Plat approval.

**The County holds the original bonds until final bond release is completed. It is up to the owner of the bond to apply for bond reductions and releases along the way. The bond must be continuously maintained until project completion or the County has the right to call upon the surety. If the property is sold, be sure to have the new owner post a replacement bond and Land Developer's Agreement. Once the replacement bond is approved, we will release the original bond documents.**



## FAUQUIER COUNTY

Department of Community Development

Main: 540-422-8200  
Planning: 540-422-8210  
Zoning: 540-422-8220  
Environmental: 540-422-8240

Application Forms  
Filing Fees / Schedules  
Submission Checklists  
Regulations

Available online at:  
[www.fauquiercounty.gov](http://www.fauquiercounty.gov)

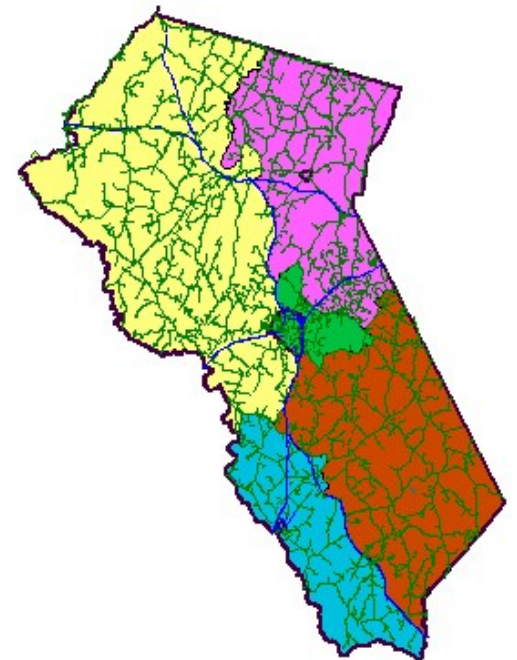
### VDOT ENTRANCE PERMITS:

VDOT Culpeper District  
1601 Orange Road  
Culpeper, VA 22701

Phone: 540-829-7500  
Fax: 540-829-7705

*Revised August 16, 2010*

## CONSTRUCTION PLAN BONDING



**FAUQUIER COUNTY**  
Department of Community  
Development

### Step 1: Construction Plan Approval

- The Construction Plan must be approved prior to any bonding requests.

### Step 2: Bond Estimate Review

- The following must be completed and submitted: Land Development Application, Fee Calculation Sheet, Fee Check, Bond Estimate Review spreadsheet with Engineer's seal and original signature using the standard Unit Price List for Fauquier County.
- This is a 30 day review process.
- The County sends out a formal letter with the determined bond amount and the Land Disturbing Permit fee.

### Step 3: Bond Documents

- After receiving the Bond Estimate Review letter from the County, you can go forward with getting your bond (either an auto-renewing Letter of Credit with a bank, a Construction Bond posted with an insurance company or a cash bond).
- An original executed Land Developer's Agreement must accompany the original bond. Both the bond and agreement must be on company letterhead, signed and notarized.
- Sample bond documents are available for review on our website at [www.fauquiercounty.gov](http://www.fauquiercounty.gov) (Community Development, Applications/Forms Library, Bond Estimate Review, [Sample Land Developer's Bond \[for Subdivisions\]](#)).
- More information about the bonding process and requirements can be found in Chapter 8 of the Fauquier County Design Standards Manual under [Performance Guarantee](#).

- Submit the original bond and Land Developer's Agreement to 29 Ashby Street, Suite 310, Warrenton, VA 20186 for approval. You will receive notification once the bond documents are approved. We keep the original documents until final bond release is completed.

### Step 4: Land Disturbing Permit

- The following must be completed and submitted: Land Development Application, Responsible Land Disturber Certification, Fee Calculation Sheet, Fee Check, evidence of application for a VSMP permit and evidence of a valid VDOT entrance permit, if applicable.

### Step 5: Final Plat Submission

- The Final Plat will not be approved until the improvements portion of the bond is submitted and approved by the County. The erosion and sediment control portion of the bond may be submitted and approved after the Construction Plan approval and the Land Disturbing Permit can be issued off of the E&S bond.
- See our website for further information on the Construction Plan and Final Plat

#### NOTE:

**Once the project is underway, be sure to apply for bond reductions or a bond release when completed. Many projects have a Stormwater Management facility and will need an approved As-Built plan and a recorded SWM/BMP Agreement before final bond release is approved.**

### VSMP General Permit

*VSMP stands for the Virginia Stormwater Management Program. This program, administered by the Virginia Department of Conservation and Recreation (DCR), requires permits under federal law for all discharges of stormwater from construction activities.*

*Section 402 of the Clean Water Act established this program to limit pollutant discharges into streams, rivers, lakes and coastal waters.*

*Fauquier County requires evidence of the VSMP General Permit prior to release of the Land Disturbing Permit.*

*To obtain permit coverage:*

- Visit DCR online at [www.dcr.virginia.gov](http://www.dcr.virginia.gov)
- Mail a complete permit application and a check payable to the Treasurer of Virginia:

**Virginia Department of Conservation and Recreation  
Division of Finance, Accounts Payable  
Attention: Stormwater Permits  
203 Governor Street  
Richmond, VA 23219**

*For additional information, contact your local DCR watershed office:  
Warrenton Office at 540-347-6420*



Department of Conservation & Recreation  
CONSERVING VIRGINIA'S NATURAL & RECREATIONAL RESOURCES